**Joe Corbi’s Pizza/Mrs. Fields Cookie Dough Sale Instructions**

***IMPORTANT DATES:***

9/5/2016 Sale Begins – sell, sell, sell!

9/23/2016 Student Orders due (turn in to safe in band room)

Week of 10/17 or 10/24 Orders arrive at RHS (delivery date depends on how much we sell)

\*If we sell over 400 items, our orders will arrive at RHS prepackaged for each student seller!\*

***INSTRUCTIONS:***

1. Write your Student ID# (from Customer Order Form) on the Collection Envelope inside the Joe Corbi’s brochure and keep the Collection Envelope in a safe place.
2. Use the Customer Order Form inside the Joe Corbi’s brochure to record your orders. Keep it for your reference when delivery time comes.
3. When finished taking orders on your order form, total your orders on the Collection Envelope. Remember to fill in all information at the top of the Collection Envelope.
4. Write a check to “RHS Music Boosters” for the total of all your orders, with the student name in memo line on check.
5. Turn in the Collection Envelope (including check for full payment of all orders) to the RHS Music safe in the band room by 9/23/2016.

***REMEMBER:***

* 60 % of profits go to your music student account, 40 % go to support the entire RHS Music Department.
* The more items we sell, the higher our profit margin per item.
* If we reach 400 items, profits increase $.50 per item and orders arrive prepackaged for each student seller.
* Any questions, please email Martha Campbell at *marthor4@aol.com*